



POSITION ANNOUNCEMENT

Nancy S. Grasmick
State Superintendent of Schools

Office of Human Resources · 200 West Baltimore Street · Baltimore, MD 21201 · 410-767-0019 · 410-333-3045 TTY/TDD

DIVISION OF INSTRUCTION

July 1, 2005

CONTRACTUAL POSITIONS

POSITION TITLE:	Staff Specialist III, Reading and Mathematics Specialists
SALARY:	State Salary Grade 18 \$43,854 – \$61,595
LOCATION:	200 West Baltimore Street Baltimore, Maryland
NATURE OF WORK:	These are contractual positions responsible for providing technical assistance to elementary, middle and high schools to implement professional development in reading and mathematics for staff in low-performing schools as a result of <i>No Child Left Behind</i> (NCLB).
DUTIES AND RESPONSIBILITIES:	Provides technical assistance to the Local School Systems in planning, implementing, and evaluating professional development that aligns to the Maryland Teacher Professional Development Standards for participants such as school and district administrators, content supervisors/coordinators, department chairs, and reading/mathematics coaches; aligns professional development activities with State and local curricula, formative assessments, Local School System Master Plans, school-wide assessments, Title I school-wide projects and school reform as defined in NCLB; engages in ongoing professional development learning activities related to teaching and supervision of reading and/or mathematics instruction.
MINIMUM QUALIFICATIONS:	<p><u>EDUCATION:</u> A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education, Education Administration/Supervision or a closely related field.</p> <p><u>EXPERIENCE:</u> Three (3) years of professional administrative or teaching experience in a reading or mathematics education program.</p> <p><u>NOTE:</u> Two additional years of experience as defined may substitute for the Master's Degree.</p>
ESSENTIAL REQUIREMENTS:	Knowledge of curriculum development and instruction in either elementary, middle or high school reading and/or mathematics programs; knowledge of Maryland Voluntary State Curriculum; skill in delivering professional development aligned with the <i>Maryland Teacher Professional Development Standards</i> ; ability to interpret and analyze student performance data and student work to inform instructional practice; ability to organize and manage multiple tasks; ability to work as a team member and establish and maintain effective working relationships; ability to communicate effectively, both orally and in writing.

AFFIRMING EQUAL OPPORTUNITY IN PRINCIPLE AND PRACTICE

PROCEDURE FOR APPLICATION:

Applicants must include their resume and complete a Maryland State Department of Education Application for Employment indicating application for Staff Specialist III, Reading/Mathematics Specialist. The application, resume, and any support documentation must clearly demonstrate that the applicant meets the prerequisite Minimum Qualifications and possesses the Essential Requirements for the position. Completed Applications must be directed to the Staff Employment Section within the Office of Human Resources, 200 West Baltimore Street, Baltimore, Maryland 21201; for inquiries or an MSDE Application, contact 410-767-0019 or TTY/TDD 410-333-3045 or visit our website at www.marylandpublicschools.org. Appropriate accommodations for individuals with disabilities are available upon request.

CONDITIONS OF EMPLOYMENT:

Proof of eligibility to work in compliance with the Immigration Reform and Control Act and travel throughout the State are required. Any misrepresentation of academic or experience requirements for this position may result in non-selection or termination of employment.

CLOSING DATE:

Open until filled.